

HIPAA ADVISORY COMMITTEE CHARTER (PROPOSED)

PURPOSE AND FUNCTION:

As a broad-based body with diverse backgrounds, the Committee will assess related issues and provide recommendations to CalOHI on California's HIPAA implementation.

AUTHORITY:

Statutory authority for the Committee is in SB 456, Chapter 635, with administrative authority under the CalOHI Director.

STRUCTURE AND REPRESENTATION:

The Committee will consist of members drawn from a wide range of stakeholders involved in HIPAA-related components. Members will serve on a voluntary basis, with no compensation or reimbursements for expenses. The CalOHI Director or designee will preside over meetings, provide Committee leadership, and coordinate with appropriate CalOHI staff to promote Committee functions.

ACTIVITIES:

The Committee's primary activities are to gather and share HIPAA-related information, foster communication among stakeholders, share best practices for implementation, support healthcare industry readiness to implement HIPAA, help resolve interpretation issues and serve as an overall HIPAA resource to CalOHI. Committee members will also participate on work groups on an as-needed basis.

MEETINGS:

Meetings will be held no less than 2 times per year. Meetings will generally be in Sacramento, at a location determined by CalOHI. A quorum is required for a meeting. The CalOHI Director or designee will approve agendas. The official business of meetings will be recorded, with records kept on file in CalOHI.